

North Kingstown Free Library Service Policy

Primary Clientele

The North Kingstown Free Library, the municipal public library in the town of North Kingstown, serves a primary clientele of the citizens of the town.

Hours of Service

The North Kingstown Free Library is open 62 hours a week, including four nights and Saturdays.

Library Cards

Any Rhode Island resident may obtain a North Kingstown Free Library CLAN card according to the registration policies agreed to by CLAN members. Seasonal residents of North Kingstown may obtain temporary resident cards with proof of a local address.

Reciprocal Borrowing

All Rhode Island public library card holders in good standing may borrow circulating materials according to the loan policies agreed to by CLAN member libraries and local policies approved by the North Kingstown Free Library Board of Trustees.

All Rhode Island public library card holders in good standing may make direct requests via the online catalog for items from the North Kingstown Free Library circulating collections. The delivery service, administered by OLIS, provides daily delivery of patron-requested items.

As a CLAN member, the North Kingstown Free Library accepts returned items that belong to any CLAN library. These are also sent to the owning library through the OLIS-administered daily delivery service.

Inter-Library Loan

As members of the LORI (Library of Rhode Island) network, the North Kingstown Free Library participates fully in inter-library cooperation and resource sharing both within CLAN and outside of CLAN.

Reference Services

The North Kingstown Free Library provides reference and interlibrary loan services to all patrons, whether they seek assistance in person, by phone, fax, mail, or through the Internet. As part of this reference service, the staff provides one-on-one instruction, whenever necessary, in the use of all the library's electronic and print resources.

Online Databases

The North Kingstown Free Library has an extensive menu of electronic resources, some of which are paid for through CLAN membership fees and some of which we subscribe to directly. All library patrons have access to these materials from computers in the library. Many are also available remotely from home computers. However, because of

licensing agreements with vendors, those titles to which the library subscribes directly are available remotely from home only to North Kingstown Free Library card holders.

Internet Access

North Kingstown Free Library patrons have full Internet access on ten computers in the library. There is a 30-minute time limit on these computers if other patrons are waiting to use them. The library's Internet Policy appears on the welcome screen of each Internet computer. Patrons who use these computers may read this policy and signify compliance by virtue of their use of these workstations. Parents must give signed permission for children under the age of 14 to use the library's Internet computers.

The North Kingstown Free Library uses the minimum level of blocking on the CLAN systemwide Internet filter to comply with the Children's Internet Protection Act in order to maintain CLAN's eligibility to receive federal E-rate funding.

The Library Home Page at www.nklibrary.org

The North Kingstown Free Library home page acts as a portal to the services of our library with connections to information about services, programs, and activities and direct links to the CLAN online catalog and other electronic resources.

Print and Media Collections

The North Kingstown Free Library has a well-rounded collection of circulating materials in print, audio, and video formats for all age groups and interest levels. These collections include general fiction and genre fiction, paperbacks, large print, nonfiction, beginning to read titles, preschool easy reader books, books for parents, magazines, newspapers, language tapes, videos in both VHS and DVD format, talking books in both cassette and CD format; and music titles in CD format.

The Book Express collection—bestsellers and other titles with heavy reader demand—is a browsing collection, not available for interlibrary loan nor for patron holds, that circulates for one week only.

The library maintains a print reference collection for both children and adults. An important element of this collection is the agency publications component. The library is a full depository for local government publications and a partial depository for state publications.

Adult New Readers

The North Kingstown Free Library supports Literacy Volunteers of South County by making its small conference room available for tutoring sessions and by developing and maintaining a small collection of print and media titles for adult new readers.

Preschool Story Times

The North Kingstown Free Library serves the town's youngest readers through an extensive array of preschool story time programs. The library offers the following lineup, that is produced and conducted exclusively by library staff members: Mother Goose Time for babies up to two years old, three times weekly; Toddler Time for two-year-olds, twice weekly; and Story Time for three to five-year-olds, twice weekly.

Nursing Home Book Deliveries

In conjunction with Seniors Helping Others, the North Kingstown Free Library offers an important outreach program to seniors in local area nursing homes. We select books for readers at three local area nursing homes, which are delivered weekly by Seniors Helping Others volunteers.

Outreach to Schools

The North Kingstown Free Library maintains a strong relationship with the town's school population. Annually, the library pays for first-graders at all North Kingstown's public schools to be bused to the library. A library card is issued to all first-graders who do not already have one.

Local History

The North Kingstown Free Library has an extensive collection of local history and special collection materials that document North Kingstown's rich cultural history. These materials are available for use in the library, some by special appointment only. Most of these collections are identified and described in the CLAN online catalog. However, the library is fully committed to expanding access to many of these local history materials by making them available in a digital archive that would be accessible via the library's home page.

Programs

The North Kingstown Free Library plans and produces an extensive schedule of public programs and activities for all age groups year-round as a basic component of the library's mission to educate, entertain, and enrich the lives of the library's extended patron base.

North Kingstown Free Library
Mission Statement

Mission Statement- The North Kingstown Free Library exists to meet the changing and enduring cultural, educational, informational, recreational and research needs of its users.